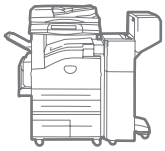
**WorkCentre®**
**5225 / 5230**
Black-and-white
Multifunction Printers



# Xerox® WorkCentre®
# 5225 / 5230
# Multifunction Printers
# Evaluator Guide

xerox

# About this Guide

This guide introduces you to the Xerox WorkCentre® 5225 / 5230 Multifunction Printers, explains their key features and performance advantages, and provides guidance throughout your printer evaluation process.

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# Section 1: Introducing the WorkCentre 5225 / 5230 Multifunction Printers
## Product Overview

Fast copying and printing, advanced scanning and faxing, and the power to customize workflows. The modular and easy-to-manage WorkCentre 5225 / 5230 multifunction printers (MFPs) are packed with high-end features to deliver a level of productivity above and beyond your typical office MFP.

### Redefining workgroup productivity

Whether your organization needs exceptional copier performance or the added power of printing, scanning and faxing, the WorkCentre 5225 / 5230 MFPs are all about productivity. A host of time-saving features boost workgroup-efficiency, and advanced workflow solutions streamline the tasks users perform every day.

- Print and copy speeds up to 25 / 30 ppm and a scan speed of up to 55 ipm keep up with your busy pace.
- A robust copier that can handle your workgroup's volumes and offers convenient features, including ID card copy, which scans both sides of an ID card and prints them face-up on a single sheet of paper.
- Powerful scanning tools let you back up critical documents — converting them into digital files for easy sharing and archiving while reducing the amount of physical storage space required.
- Introduce new workflows or automate repetitive processes within the office environment by automatically routing documents to predefined locations.
- With color scanning available on the 5225A / 5230A configuration*, users can take advantage of all the benefits of scanning while maintaining the original look and feel of full color documents.

* *Black-and-white scanning copier and printer-copier configurations of the WorkCentre 5225 / 5230 cannot be upgraded to the color-scanning WorkCentre 5225A / 5230A configuration.*

### Simplicity in design

With fast deployment and easy support, your WorkCentre 5225 / 5230 MFPs are ready to deliver the performance you need, when you need it. Helpful tools make it easy to maintain complete control — allowing you to keep costs to a minimum.

- Cost control features include an internal Auditron, which lets administrators set limits for print, copy, fax and scan functions by user.
- Confidential data stays private over your network thanks to features such as network authentication, print and scan encryption for safe data transfers, and image overwrite.
- Xerox CentreWare Internet Services simplifies installation and network administration, providing quick access to device status. Automatic email alerts notify administrators or users of events that require attention, such as low toner levels.
- PC, Mac or Unix, the WorkCentre 5225 / 5230 MFPs excel in any environment.
- MeterAssistant℠ automatically collects and securely submits your device meter reads to increase billing accuracy, while SuppliesAssistant™ proactively manages toner supplies and monitors usage to ensure you have the right supplies at the right time.

### Flexibility

Choose a powerful tabloid-size copier and add printing, scanning and faxing capabilities to optimize your workgroup's productivity. As your work volume increases, the WorkCentre 5225 / 5230 MFPs are ready to expand to meet your business needs.

- Print documents up to 11 x 17 in. / A3 with automatic duplexing, useful finishing options and multiple paper tray configurations.
- Comprehensive security includes the tools you need to restrict access, track usage and protect confidential data. Security features include Secure Print, Secure Fax, print and scan encryption, Image Overwrite, IP filtering, built-in support for SNMPv3.0, and Full System Common Criteria Certification (ISO 15408).
- Whether using the walk-up interface or controlling the device via the print driver, the WorkCentre 5225 / 5230 MFPs are extremely easy and intuitive to use.
- Add functionality and integrate customized workflows built on the Xerox Extensible Interface Platform (EIP).

# WorkCentre 5225 / 5230 MFP Specifications

## Copier

The WorkCentre 5225 / 5230 Copier includes the following standard features:

### Performance

- Copy speeds of up to 25 / 30 ppm
- First-Copy-Out-Time (FCOT) as fast as 4.3 seconds
- Up to 600 x 600 dpi copy resolution
- 256 MB std. / 512 MB max. memory
- 40 GB Hard Drive
- USB 2.0

### Paper Handling

- Duplex Automatic Document Feeder (DADF) — 75-sheet capacity, up to 55 ipm
- Bypass tray — 100-sheet capacity
- Trays 1-2 — 500-sheet capacity each
- Customer chooses one: Mobile Stand; Two-Tray Module (500-sheet capacity each tray); High-Capacity Tandem Tray (one 800-sheet tray, one 1,200-sheet tray)

### Reliability

- Duty cycles up to 75,000 / 100,000 images/month
- Xerox Total Satisfaction Guarantee

### Copy Feature Highlights

- Automatic two-sided output, ID Card Copy, Build Job, booklet creation, cover insertion, Sample Job, Image Overlay, Watermarks

* *Black-and-white scanning Copier and Printer/Copier configurations cannot be upgraded to a color scanning 5225A / 5230A configuration*

## Printer/Copier

Builds on the WorkCentre 5225 / 5230 Copier with the addition of:

### Printer Kit

- First-Page-Out Time (FPOT) as fast as 12 seconds
- Up to 1200 x 1200 dpi print resolution
- 256 MB memory included with printer kit for max memory of 512 MB
- Power PC 333 MHz processor
- 10/100Base-TX Ethernet

### Print Feature Highlights

- Automatic two-sided output, secure print, delay print, Sample Set, booklet creation, Watermarks, Annotation

## Printer/Copier/Color Network Scanner*

The WorkCentre 5225A / 5230A MFPs include all the capabilities of the Printer/Copier plus:

### Color Network Scanning:

- **Destinations:** Email, Mailbox, Network
- **Scan Speed:** Up to 45 ipm color / 55 ipm black-and-white
- **Resolution:** Up to 600 x 600 dpi
- **File Formats:** PDF, JPEG, TIFF, multipage TIFF, XPS

## Optional

### Black-and-white Scan to Email Kit

- **Destinations:** Scan to Email, Scan to mailbox
- **Scan Speed:** Up to 55 ipm black-and-white
- **Resolution:** Up to 600 x 600 dpi
- **File Formats:** PDF, TIFF, Multipage TIFF, XPS

### Black-and-white Network Scan Kit (includes email capabilities)

- **Additional Destinations:** Scan to PC, Scan to home, Network scanning
- **Scan Speed:** Up to 55 ipm black-and-white
- Job Flow Sheets (routing templates)

### Scan Performance Kit (5225A / 5230A configuration only)

- Scan to Text Searchable PDF and 256 MB memory enabling MRC Compression

### Scan to PC Desktop SE

### Scan to PC Desktop Professional

### One-Line Fax Kit

- **Fax Speed:** 33.6 Kbps fax modem
- **Phone-line fax:** MH, MMR, Super G3 compression
- **Features:** Walk-up fax (one-line), LAN fax (requires printer/copier configuration), fax forward to electronic destinations, two-sided send and receive, print on fax up to 11 x 17 in. (A3)

### Internet Fax Kit (requires printer-copier configuration and fax kit)

### Server Fax Kit (PSTN fax options not required)

### 2,000-sheet High-Capacity Feeder

### Envelope Tray

- Up to 65 envelopes, flaps closed: #10, C5, DL, Monarch

### Integrated Office Finisher

- 500-sheet stacker
- 50-sheet single-position stapling

### Office Finisher LX

- 2,000-sheet stacker
- 50-sheet multi-position stapling
- Optional Booklet Making (Score, saddle stitch)
- Optional Hole punch

### Adobe® PostScript® 3™ Kit

### Network Accounting Kit

### Security Kit

- Disk Image Overwrite
- Data Encryption
- Audit Log

### Secure Access Unified ID System

### 256 MB additional Memory (Copier configuration only)

### Foreign Device Interface

# Section 2: Evaluating Multifunction Printers
## Overview

Based on continuous study of our customers' business-productivity requirements, it is recommended that the following criteria be used when evaluating which MFP to purchase for your office.

**Productivity**
Can the MFP keep up with the demands of your daily and monthly workloads?

**Installation and Deployment**
How does the MFP simplify the deployment process?

**Ease of Use and Management**
Does the MFP include tools and features to lighten the load for your IT staff?

**Reliability**
Is the MFP robust enough to meet your demands, and is it backed by quality service?

**Versatility**
Can the MFP be customized to meet your organization's specific needs?

**Security**
Does the MFP help keep confidential information private?

**Cost Control**
Can you monitor and control your organization's cost of printing?

This section examines each of the above evaluation criteria in greater detail, covering the specific features and performance attributes you should look for in a black-and-white MFP. When the same criteria are used to evaluate every device under consideration, you'll see how the WorkCentre 5225 / 5230 MFPs excel against other manufacturers' products.

# Evaluate Productivity

In addition to actual print engine speed, consider attributes that affect overall throughput. Are the copy, print, scan and fax features powerful enough to support the demands of busy workgroups? Does the MFP include other capabilities to increase users' productivity, like expanded paper capacity and a Duplex Automatic Document Feeder (DADF) for processing originals? Does the MFP come ready to connect to your network? Is the device appropriately sized for the entire workgroup? Does the MFP deliver the image quality users require for high-quality business output? Does the MFP stay available for programming even while busy with other tasks? Can device functions be monitored from a desktop and/or at the device?

**How the WorkCentre 5225 / 5230 MFPs exceed the productivity requirement**

### Performance

The WorkCentre 5225 / 5230 MFPs deliver fast output that quickly processes heavy workloads, with speeds of up to 25 / 30 ppm. Multipage and double-sided copy, scan and fax jobs are quickly processed with a 75-sheet DADF, which minimizes time spent feeding originals into the device. A first-page-out time (FPOT) as fast as 4.3 seconds means less waiting for jobs to begin.

| | |
|---|---|
| PPM | 25 / 30 |
| FPOT | 4.3 seconds |

### Network Capabilities

Performance isn't limited to raw document feeds and speeds. The WorkCentre 5225 / 5230 Printer/Copier configuration utilizes a Power PC 333 MHz network controller with 512 MB of memory and a 40 GB hard drive; it's built to process large, complex jobs. In addition, 10/100Base-TX Ethernet connectivity comes standard for high-speed network deployment.

The WorkCentre 5225 / 5230 MFPs are network-friendly, as well. With RAM collation, files are sent over the network just once, no matter how many sets are printed. Job pipelining optimizes system performance by allowing the device to process print jobs even if the print engine is busy with an earlier job.

### Image Quality

With up to 600 x 600 dpi copy resolution and up to 1200 x 1200 dpi print resolution, the WorkCentre 5225 / 5230 MFPs generate high-quality copies and prints with crisp text and images. Plus, Xerox Emulsion Aggregation High Grade (EA-HG) toner — chemically grown to produce smaller, more uniformly sized particles — delivers excellent shadowing and outstanding fine-line detail.

The WorkCentre 5225 / 5230 MFPs also feature multiple page description languages (PDLs), including emulations for PCL® 5e and PCL® 6, and optional Adobe® PostScript® 3™.

### Concurrency

The WorkCentre 5225 / 5230 MFPs' network controller helps prevent device bottlenecks. Scan and fax jobs can be programmed and executed without waiting for the print engine to become available, while newly programmed copy jobs will join the job queue and be executed when earlier jobs are completed. By keeping the front panel available for programming while the print engine is busy, users can stay productive and avoid idle time waiting for the MFP.

### Monitoring System Status

With the WorkCentre 5225 / 5230, up-to-date information on every processed job — print, copy, scan, email or fax — plus in-depth device information, is always at users' fingertips. Whether at the device or from a desktop, documents and jobs can be managed through an integrated job queue with a few mouse-clicks or button pushes.

# Evaluate Installation and Deployment

Installing and deploying MFPs organization-wide can be a time-consuming, complicated process. Consider the ease with which the device will integrate into the existing network infrastructure. Also, evaluate the process required to deploy printing and scanning services to your users, and whether the device includes helpful tools that automate the process.

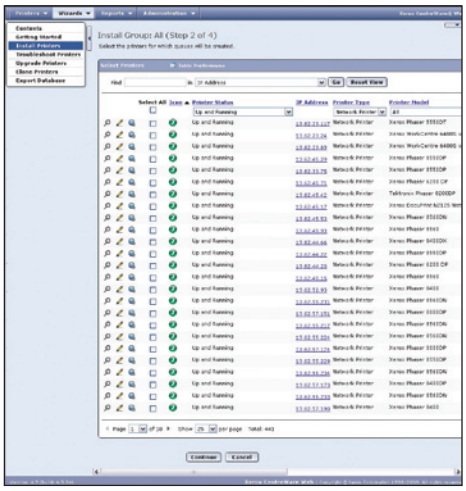
## How the WorkCentre 5225 / 5230 MFPs exceed the installation and deployment requirements

### Installation

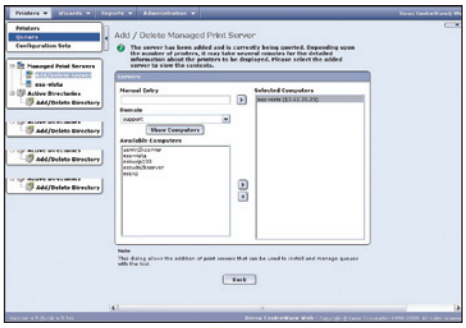
The WorkCentre 5225 / 5230 MFPs' 10/100Base-TX Ethernet connection features automatic IP addressing, device naming, and Ethernet speed sensing for simple, automatic network installation. Management and system setup can be accomplished through a variety of means, including easy wizard-based processes found within Xerox CentreWare® Web. Plus, the cloning feature enables network installation of multiple devices with identical settings, eliminating the need to set up each device individually.

### Deployment

The WorkCentre 5225 / 5230 MFPs' print and scan drivers can be deployed centrally, eliminating the need for IT staff to perform desk-to-desk manual installation of the driver software. Again, CentreWare Web wizards are provided to aid in the processes of installing, troubleshooting and upgrading print and scan drivers, freeing up IT staff for more pressing projects. Driver support is delivered for Windows (2000 / Server 2003 / XP / Vista), including most with 32- and 64-bit drivers, Macintosh OS (10.3 and above), and multiple UNIX and Linux platforms.



CentreWare Web helps administrators quickly install, configure and troubleshoot all networked printers and MFPs — regardless of manufacturer.



# Evaluate Ease of Use

Look for fully integrated functions that work together to create more value than the sum of their parts. Are the functions easy to learn? Is the user interface consistent from function to function?

**How the WorkCentre 5225 / 5230 MFPs exceed the ease-of-use requirement**

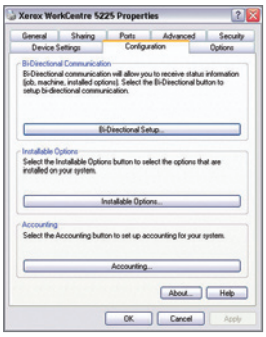
## Front Panel User Interface

The WorkCentre 5225 / 5230 MFPs feature a touch-screen UI that's easy to learn and enables quick job programming and total control of copy, scan and fax functions. The touch-screen UI is intuitively organized, with the most commonly accessed features on the default screen and tab-based access to advanced programming features. Additional buttons accompany the touch-screen UI for number and text entry, accessing management features and executing jobs (with the familiar green Start button). Plus, third-party applications can be integrated with the touch-screen UI for customized workflow solutions (for more information, see Extensible Interface Platform on page 15).

The WorkCentre 5225 / 5230 MFPs' front-panel user interface features a large, intuitive touch screen.

## Bi-directional Print Drivers

The WorkCentre 5225 / 5230 MFPs utilize bi-directional print drivers, which allow for easy job programming and provide updated system-status information. Much like the touch-screen UI, the print drivers are intuitively organized by tabs. The most commonly used features are located on the default tab, with advanced features easily accessible when programming more complex jobs. The print drivers also provide bidirectional information such as system status, job status, currently loaded paper sizes, installed options and more.




Bi-directional print drivers provide real-time consumable-level status.

# Evaluate Ease of Management

Can you access current system status to avoid downtime? Does the device include additional software to take full advantage of your digital documents? Is the device easy for your IT organization to manage as part of its infrastructure?

**How the WorkCentre 5225 / 5230 MFPs exceed the ease-of-management requirement**

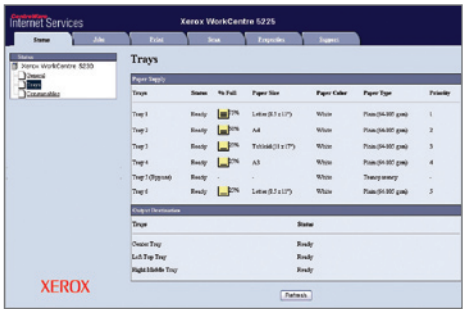
### Network Management

The WorkCentre 5225 / 5230 MFPs seamlessly integrate into virtually any network environment. Network configuration is made simple with CentreWare Web configuration wizards, which eliminate the need for IT staff to perform tasks at the front panel of each networked device. The WorkCentre 5225 / 5230 MFPs include support for multiple native network environments, including TCP/IP, IPv6, SNMP, SMB, AppleTalk and IPP.

### Xerox CentreWare Software

Xerox CentreWare Web (CWW) software is a powerful device management solution for IT departments. CWW is free software that eases the chore of installing, configuring, managing, monitoring and pulling reports from the networked printers and multifunction printers throughout your enterprise — regardless of vendor. Xerox also addresses enterprise asset management through compatibility with network management tools for Sun, Microsoft and other environments.

The WorkCentre 5225 / 5230 MFPs also include CentreWare® Internet Services (CWIS), an embedded web server that allows employees and IT personnel to perform detailed status checks on the device and consumables, administer system settings, and manage access and accounting controls via any standard web browser.

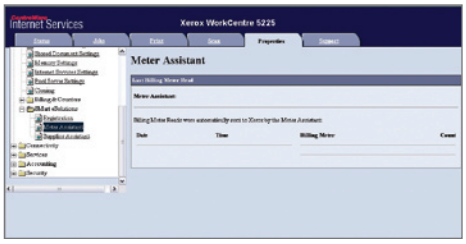



CentreWare IS allows remote administration of the WorkCentre 5225 / 5230 MFPs' system settings, user access, accounting controls, and more.

### Automated Supplies Replenishment

Xerox offers SMart eSolutions, an application for automating and simplifying device management and ownership. There are two SMart eSolutions applications: MeterAssistant and SuppliesAssistant.

- **MeterAssistant**℠ automatically collects and securely submits your device meter reads to Xerox using a built-in audit process to increase billing accuracy
- **SuppliesAssistant**™ proactively manages toner supplies and monitors usage to ensure you have the right supplies at the right time




### Xerox Office Services

Lastly, Xerox offers a host of productivity-enhancement services for managing an office's document output and asset infrastructure. These services deliver measurable business results by leveraging a powerful set of office technologies, business processes, methodologies and software tools to reduce costs and improve productivity. These offerings are summarized in Section 3 of this guide.

# Evaluate Reliability

Office productivity relies on tools that reliably perform their jobs day in and day out. Consider how often users need to intervene to replace paper or other consumables or to clear jams. How easy is such an intervention, and what is the typical amount of device downtime? If outside assistance is required, how easy is it to arrange, and what's the typical response time?

## How the WorkCentre 5225 / 5230 MFPs exceed the reliability requirement

### Day-to-Day Reliability

The WorkCentre 5225 / 5230 MFPs are designed to provide maximum system reliability and uptime. Simple paper paths and a minimum of moving parts help optimize day-to-day reliability and contribute to a monthly duty cycle of up to 75,000 pages for the WorkCentre 5225 and up to 100,000 for the WorkCentre 5230. Rare paper jams or misfeeds can be cleared through access doors on the front of the machine — users can proactively resolve most issues, reducing calls to the IT help desk. Xerox SMart Kit™ technology also helps minimize downtime by predicting when critical parts might fail and proactively prompting administrators to order a replacement unit. SMart Kit replaceable units are as simple and easy to replace as toner cartridges. Further, if a WorkCentre 5225 / 5230 does experience an interruption in service, CentreWare alerts can be configured to inform IT staff.

Xerox SMart Kit™ consumables proactively prompt administrators to order replacements to avoid downtime, and are as easy to replace as toner cartridges.

# Evaluate Versatility

How many functions can the device perform? Will it support the media types and capacities required by users' workloads? Does the device offer the kinds of finishing options that will help users get their jobs done more efficiently? Does the device include advanced technology that allows the integration of customized document workflows?

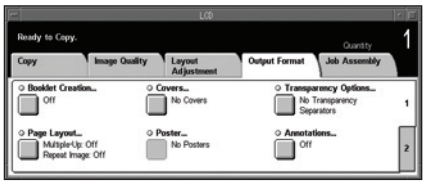
## How the WorkCentre 5225 / 5230 MFPs exceed the versatility requirement

### Copy Features

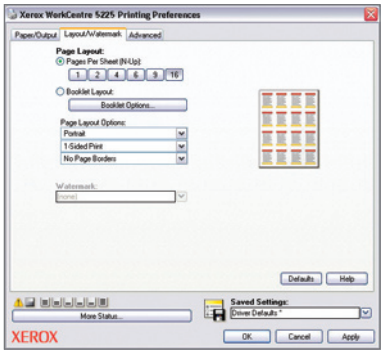
The WorkCentre 5225 / 5230 MFPs support the daily copying volumes of small to medium workgroups, offering output speeds of up to 25 / 30 ppm. The 75-sheet DADF quickly processes multipage jobs, automatically scanning two-sided originals at speeds up to 55 ipm.

A rich set of copy features enables the creation of ready-to-distribute hard copies. Copy feature highlights include:

- **ID Card Copy** scans both sides of an ID card and prints it faceup on a single sheet of paper.
- **Automatic booklet creation** prints multiple letter-size pages onto tabloid-size media for folding into a booklet.
- **Automatic tray selection** selects correct tray for specified media with no user intervention.
- **Automatic two-sided copies** creates two-sided copies of single- or double-sided originals.
- **Annotation and Bates Stamping** a key feature for legal and health-care environments, adds sequential page numbering, date. and time marks, copyright information, and other information to copy output. (requires Printer/Copier configuration)
- **Electronic pre-collation** collates multiple-set copies in memory to maximize output speed.
- **Multi-up** prints multiple original pages onto a single copied page.
- **Sample set** prints the first copy set for verification before releasing the remaining sets.
- **Store and recall job programming** store settings for complex, commonly executed copy jobs.
- **Watermarks** adds labels such as "Draft," "Confidential," or customized messages to printed documents.




The WorkCentre 5225 / 5230 MFPs provide a rich set of copy and print features.




### Print Features

As with copying, the WorkCentre 5225 / 5230 MFPs offer output speeds to fit your organization's specific needs. Print speeds of up to 25 / 30 ppm quickly handle average daily print jobs.

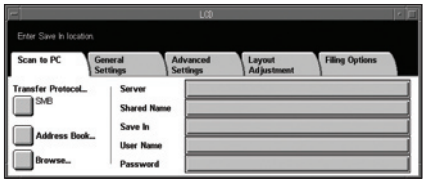
Building on the impressive printing performance is a complete array of print features, highlighted by:

- **Booklet creation** formats and organizes electronic documents for printing as hard-copy booklets.
- **Cover selection** Allows the choice of specialty media for cover pages.
- **Secure print** print jobs are held in memory until a PIN code is entered at the front panel, ensuring prints are not left unattended in the output tray.
- **Transparency interleave** inserts blank or printed plain paper between printed transparencies.

- **Watermarks** adds labels such as “Draft,” “Confidential,” or customized messages to printed documents.

## Scan Features

The WorkCentre 5225 / 5230 MFPs offer a complete set of scanning capabilities, both for companies that routinely digitize hard copy documents and those just beginning to implement digital processes. The 75-sheet DADF processes single- and double-sided originals at up to 55 ipm, meaning even long scan jobs are processed quickly. Scanning serves as a digital on-ramp for hard-copy documents, enabling them to be distributed, edited, archived, and utilized by networked users.




Powerful scanning capabilities help streamline your office document workflows.

The WorkCentre 5225 / 5230 MFPs offer both color and black-and-white scanning solutions that address the functionality required by a wide range of business needs:

- **Optional Black-and-white Scan to Email Kit**
  - **Scan to Email** send scanned images to email recipients, with authentication and LDAP for network security and integration.
  - **Scan to Mailbox** stores scanned images on hard drive for retrieval at desktop
- **Optional Black-and-white Network Scan Kit** Builds on the Scan to Email Kit by adding:
  - **Scan to PC** scans documents directly to any PC selected from the local address book or by browsing the network on the front panel UI.
  - **Scan to Home** sends scanned images to a preassigned “home” destination such as an email address, FTP location or folder.
  - **Network scanning** templates enable transportation of scanned images to multiple predefined locations.
- **Color Network Scanning:** All the capabilities of the Black and white Network Scan Kit while maintaining the original look and feel of full-color documents*:
  - Standard feature on WorkCentre 5225A / 5230A configuration
  - Color Scan Speed: 45 ipm color

In addition to a flexible set of destinations and additional software, the WorkCentre 5225 / 5230 MFPs include a set of scan features highlighted by:

- **File formats** support for TIFF, multipage TIFF, PDF, Secure PDF, XPS
- Additional file formats for Color Scanning 5225A / 5230A configuration: JPEG, Searchable PDF (optional)
- **Job Flow Sheets** facilitate routine workflows like expense report applications or electronic routing and storing of incoming faxes. One simple scan-to-mailbox operation automatically distributes scanned files to multiple fax numbers, email addresses, and network servers (included with Network Scanning).
- Scan resolution up to 600 x 600 dpi.

Additional Xerox scan software is available to expand the capabilities of your WorkCentre 5225 / 5230:

- **Xerox Scan to PC Desktop** bundles Nuance® PaperPort® software for scanning, organizing and sharing images with Nuance OmniPage® software, which converts hard copy documents into searchable, editable electronic files.
- **Xerox SMARTsend** eases the process of editing metadata, choosing file formats, and distributing scanned files to multiple destinations, including remote printers, email, network folders, mailboxes, fax destinations, and more.

** Other configurations cannot be upgraded to the 5225A / 5230A*

## Fax Features

The WorkCentre 5225 / 5230 MFPs offer optional fax capabilities that help further consolidate office devices. These full-featured fax kits, combined with the concurrency of the WorkCentre 5225 / 5230, eliminate the need for a dedicated fax machine.

### Fax Kits include:

- **One-Line Fax Kit**
  - **Walk-up fax** traditional one-line, 33.6 Kbps phone-line faxing via front panel.
  - **LAN fax** transmits faxes digitally from desktop computers via print driver (requires Printer/Copier configuration).
  - **Fax forward to multiple destinations*** distributes received faxes to preset email addresses, FTP or SMB location, or another fax for archiving and distribution.
- **Internet Fax Kit** transmits faxes digitally via the internet with support for SMTP and POP3.
- **Server Fax Kit** Connect to your company's fax server (PSTN fax not required).

In addition to a flexible set of destinations, the WorkCentre 5225 / 5230 MFPs include a set of fax features highlighted by:

- **Large format support** print received faxes on 11 x 17 in. paper.
- **Two-sided fax** send and receive two-sided documents.
- **Secure fax** holds received faxes until PIN code is entered.
- Format support
  - **Phone-line fax** MH, MMR, Super G3
  - **Internet fax** Tiff

** Requires an optional Scan Kit to forward to electronic destinations*

## Media Support and Capacity

The WorkCentre 5225 / 5230 MFPs give you two paper tray options to fit your needs. For organizations that print higher volumes of oversize documents, the Two-Tray Module offers two total trays capable of handling up to 1,000 sheets of 11 x 17 in. (A3) paper. The highest-volume environments can add the High-Capacity Feeder to bring total capacity up to 5,100 sheets. Paper capacity and media support offered by the WorkCentre 5225 / 5230 include:

| | Capacity | Custom sizes | Media weights |
|---|---|---|---|
| **Standard Trays**<br>Bypass Tray | 100 sheets | 3.5 x 3.9 in. (89 x 99 mm) to 11 x 17 in. (A3) | 16 lb. bond to 80 lb. cover (60 to 215 gsm) |
| Tray 1 | 500 sheets | 5.5 x 7.2 in. (140 x 182 mm) to 11 x 17 in. (A3) | 16 lb. bond to 28 lb. bond (60 to 105 gsm) |
| Tray 2 | 500 sheets | 5.5 x 7.2 in. (140 x 182 mm) to 11 x 17 in. (A3) | 16 lb. bond to 80 lb. cover (60 to 215 gsm) |
| Duplex Automatic Document Feeder (DADF) | 75 sheets | 5.5 x 8.3 in. to 11.7 x 17 in / 140 x 210 mm to 297 x 432 mm | 16 to 32 lbs. (38 to 128 gsm) |

| | Capacity | Sizes | Media weights |
|---|---|---|---|
| **Choose One**<br>Two-Tray Module | Trays 3 and 4: 500 sheets each | 5.5 x 7.2 in. (140 x 182 mm) to 11 x 17 in. (A3) | 16 lb. bond to 80 lb. cover (60 to 215 gsm) |
| High-Capacity Tandem Tray | Tray 3: 800 sheets; Tray 4: 1,200 sheets | 8.5 x 11 in. (216 x 297 mm) (A4) | 16 lb. bond to 80 lb. cover (60 to 215 gsm) |
| **Optional**<br>High Capacity Feeder | 2,000 sheets | B5, Executive, 8.5 x 11 in. (216 x 297 mm) (A4) | 16 lb. bond to 80 lb. cover (60 to 215 gsm) |
| Envelope Tray | up to 65 envelopes | #10 commercial, Monarch, DL, C5, custom, Large US Postcard, A6 | |

## Finishing Features

The WorkCentre 5225 / 5230 MFPs offer multiple finishing choices to ensure users have the document-creation capabilities they need.

When purchasing a WorkCentre 5225 / 5230, consider the following additions:

- Integrated Office Finisher
  - 500-sheet stacking
  - 50-sheet single-position stapling
- Office Finisher LX
  - 2,000-sheet stacking
  - 50-sheet three-position stapling
    - Optional hole-punch
    - Optional booklet maker (score, saddle stitch)

WorkCentre 5230 shown with optional Office Finisher LX.

## Customized Workflows

Xerox Extensible Interface Platform (EIP) technology allows system administrators to customize the WorkCentre 5225 / 5230 MFPs' touch screen UI to prioritize the tools workgroups use most. Menus and workflows specific to your business or workgroup, such as "fax to accounts payable" or "submit to claims department" can appear on the touch screen. EIP enables a variety of applications that extend the power of your WorkCentre 5225 / 5230 by allowing users to securely find, save, print and share critical information with just a few easy steps on your system's touch screen.

- Access and print information without the use of a computer.
- Simply scan information and store or distribute it according to predefined workflows.
- Control costs with user-friendly accounting right from the device's touch screen.
- Simplify complex fax distributions.
- Improve device management processes with custom displays.
- Connect with a variety of advanced partner solutions developed to further streamline specific business processes.

Xerox EIP technology allows system administrators to customize the WorkCentre 5225 / 5230 MFPs' touch screen.

# Evaluate Security Capabilities

Do the devices under evaluation include the security features required to meet your business needs? Can device access be password protected? Can the device remove latent images from its hard drive? Are features in place to protect confidential documents? Does the vendor participate in testing and certification programs to guarantee data security?

## How the WorkCentre 5225 / 5230 MFPs exceed the security requirement

### Integrated Security

Security is a critical competency in today's business environment. The technology you deploy within your organization must include the necessary capabilities to protect sensitive data. The WorkCentre 5225 / 5230 MFPs device deliver security features that safeguard confidential information at all points of document vulnerability:

### Document

- **Password-protected PDF** protects scanned files by establishing a PIN access code for viewers.
- **Secure fax** requires entry of a PIN access code before the received fax is printed.
- **Secure print** holds print jobs until released at the device by the job owner.

### Device

- **Audit log** tracks printing, scanning and network fax activities by user, time and date
- **Hide job and user name display** hides job names when non–authenticated users view job queue.
- **Secure Access Unified ID System**™ magnetic card–based access streamlines authentication and walk-up access to device features.
- **Network Authentication** restricts access to device features and management settings by validating user names and passwords, with SMB, LDAP, LDAP+SSL, and Kerberos integration.

### Hard Drive

- **Encrypted disk drive** applies 128-bit encryption to data stored on the device's hard drive.
- **Image overwrite** electronically "shreds" data stored on the device's hard drive using an algorithm specified by U.S. Department of Defense Directive 5200.28-M.

### Network

- **Digitally signed documents** creates signatures using a variety of methods, including S/MIME, password encryption and device certificates.
- **Encrypted email** encrypts email messages sent by the device to your email server.
- **Fax and network isolation** controller architecture separates the network connection and the fax telephone line to avoid incoming fax-based network attacks.

- **IP Filtering** restricts access to the device by IP address or range of IP addresses.
- **IEEE 802.1x protocol** ensures devices connected to the network are properly authenticated.
- **IPsec** encrypts print jobs sent to the MFP utilizing IPsec.
- **IPv6 support** built-in support for networks utilizing the IPv6 standard.
- **Secure data protocols** secures network communications with industry standards including HTTPS (SSL), SNMP v3.0, and IPsec.

Security at all points of vulnerability.

## Third-Party Certification

Xerox has a proven track record of participation in and compliance with emerging government security standards and third-party testing and certification. The prime example of the Xerox commitment is our participation in the Common Criteria Certification process: Xerox submits its products, along with highly structured statements of the product's information security capabilities, for validation by an independent, government-sponsored laboratory. Certification is a costly, rigorous, time-consuming process. The WorkCentre 5225 / 5230 MFPs have achieved Full System Common Criteria (ISO 15480) certification. Xerox currently has more MFP products certified than any vendor in the industry. Check the security pages at Xerox (www.xerox.com/security) for the most up-to-date information.

# Evaluate Cost Control

Cost of operation is one of the most important considerations when evaluating a multifunction device. Does the vendor provide the tools necessary to control access to device functions by user? Are accounting tools available to help track and assign printing costs? Does the vendor offer services to help you right-size your deployment?

## How the WorkCentre 5225 / 5230 MFPs exceed the cost control requirement

### Accounting Capabilities

Xerox provides multiple levels of accounting capabilities to give your organization the control it needs for tracking and assigning costs. Xerox also provides tools to control employee access to device features:

- **Internal Auditron** controls and tracks usage, and enables quota-setting for copy, print, scan and fax activity by user or workgroup for analysis and billing purposes.
- **Xerox Standard Accounting (XSA)** builds on Internal Auditron by adding web-based remote management.
- **Network Accounting** job-based accounting enables Xerox MFPs to integrate with third-party accounting and billing solutions from Xerox Business Partners.
- **Foreign device interface** enables the addition of external third-party access and accounting devices to the WorkCentre 5225 / 5230, such as magnetic card readers or coin-operation devices.

### Assessment Options

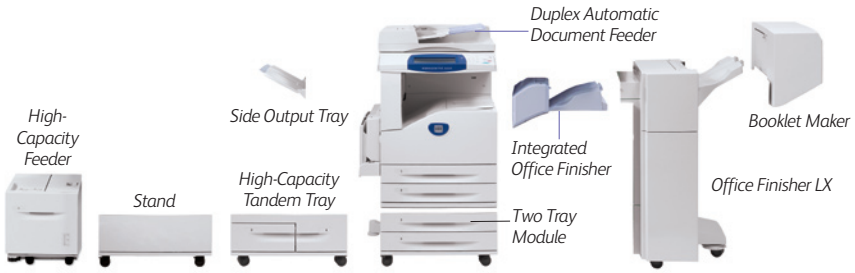
Xerox can help decrease your organization's overall document costs by optimizing and right-sizing your technology deployment. Three levels of assessment tools and services are available to help you deploy the equipment mix necessary to best serve the needs of your environment:

- **LEVEL 1:** Xerox Office Efficiency Calculator — A five-minute, web-based "instant analysis" offers suggestions regarding your organization's technology needs by comparing environment-specific information you enter against key industry metrics.
- **LEVEL 2:** Xerox Office Productivity Advisor (XOPA) — A more in-depth, web-based tool for assessing your specific document environment. XOPA results suggest better ways to manage page volume between printing, copying and faxing, delivering end-user satisfaction and cost efficiency. XOPA is a free service performed by your local Xerox sales representative.
- **LEVEL 3:** Xerox Office Document Assessment (ODA) — An analytical model that measures and analyzes your current document production infrastructure, the ODA provides in-depth improvement plans for significant cost savings and increased efficiency. The ODA is a Six-Sigma, fee-based tool and consultative service oriented more toward enterprise-level organizations.

# Section 3: Configurations, Specifications, Supplies, Support and Additional Information Sources

## Configuration Summary

The following sections provide details about the various WorkCentre 5225 / 5230 configurations, available options and supplies, and more helpful information.




| | | WorkCentre® 5225 / 5230 Copier | WorkCentre® 5225 / 5230 Printer / Copier | WorkCentre® 5225A / 5230A Printer / Copier / Color Scanner |
|---|---|---|---|---|
| **Speed** | | Up to 25 / 30 ppm | | |
| **Duty Cycle** | | **5225:** Up to 75,000 images/month; **5230:** Up to 100,000 images/month | | |
| **Device Memory** | | 256 MB std / 512 MB max | 512 MB std / max | 512 MB std / 768 MB max |
| **Hard Drive** | | Standard 40 GB | | |
| **Paper Handling** | | | | |
| Paper input | Standard | **Duplex Automatic Document Feeder (DADF):** 75 sheets; 5.5 x 8.3 in. to 11.7 x 17 in. / 140 x 210 mm to 297 x 432 mm<br>**Bypass Tray:** 100 sheets; Custom sizes: 3.5 x 3.9 in. to 11 x 17 in. / 89 x 99 mm to A3<br>**Tray 1:** 500 sheets; 5.5 x 7.2 in. to 11 x 17 in. / 140 x 182 mm to A3<br>**Tray 2:** 500 sheets; 5.5 x 7.2 in. to 11 x 17 in. / 140 x 182 mm to A3 | | |
| | Choose One | **Mobile Stand**<br>**Two Tray Module:** 500 sheets each; Sizes: 5.5 x 7.2 in. to 11 x 17 in. / 140 x 182 mm to A3<br>**High Capacity Tandem Tray:** One 800-sheet tray, One 1,200-sheet tray; Sizes: 8.5 x 11 in. / A4 (long-edge feed) | | |
| | Optional | **High Capacity Feeder:** 2,000 sheets; Sizes: B5, Executive, 8.5 x 11 in., A4 (long-edge feed)<br>**Envelope Tray**: Up to 65 envelopes: #10 commercial, Monarch, DL, C5, custom, Large US Postcard, A6 | | |
| Paper output | Standard | Automatic two-sided, 500-sheet center tray | | |
| | Optional | 100-sheet Side Output Tray | | |
| Finishing | Optional | **Integrated Office Finisher:** 500-sheet stacker, 50 sheets stapled, single-position stapling<br>**Office Finisher LX:** 2,000-sheet stacker, 50 sheets stapled, 3-position stapling, optional hole-punch, optional booklet maker (score, saddle stitch) | | |
| **Copy** | | | | |
| First-page-out time | | As fast as 4.3 seconds | | |
| Copy resolution (max) | | Up to 600 x 600 dpi | | |
| Copy features | | Collation, Separators, Book copying, Booklet creation, Covers, Poster, Annotation/Bates Stamping**, Watermark, ID Card Copying, N-up, Build Job, Sample Job, Image Overlay | | |
| **Print** | | Optional | | |
| First-page-out-time | | | As fast as 12 seconds | |
| Print resolution | | | Up to 1200 x 1200 dpi | |
| Connectivity | | | 10/100Base-TX Ethernet, USB 2.0 | |
| Processor | | | Power PC 333 MHz | |
| Language support | | | PCL®6, PCL 5e, Adobe® PostScript® 3™ (optional) | |
| Print features | | | Secure print, Delay print, Sample set, Booklet creation, Cover selection, Multi-up, Watermark, Image overwrite | |
| **Fax** | Optional | Walk-up Fax (one-line) | Walk-up Fax (one-line), Internet fax, Server fax | |
| Fax features | | LAN Fax**, Secure Fax, Fax Forwarding, F Code, Remote Polling, Acknowledgement Report, Remote Mailboxes | | |

** Requires Printer/Copier*

# Specifications

| | WorkCentre® 5225 / 5230 Copier | WorkCentre® 5225 / 5230 Printer / Copier | WorkCentre® 5225A / 5230A Printer / Copier / Color Scanner |
|---|---|---|---|
| **Scan** Optional | Requires Printer Kit upgrade | Black-and-white Scan to Email Kit (w/ LDAP and Mailbox functionality), Black-and-white Network Scan Kit, Scan to PC Desktop® | Scan Performance Kit (Text Searchable PDF and 256 MB memory enabling MRC Compression) |
| Scan features | | File formats: PDF, TIFF, Multipage TIFF, XPS; Scan to Mailbox, Scan to PC, Scan to Home, Job Flow Sheets | Color Network Scanning; File formats: JPEG, PDF, TIFF, Multipage TIFF, XPS, Optional Searchable PDF, Scan to Email, Scan to Mailbox, Scan to Home, Scan to PC, Job Flow sheets |
| Scan speed | | Up to 55 ipm @ 200 dpi | Up to 55 ipm (monochrome), 45 ipm (color) |
| **Accounting** | Internal Auditron – Copy | Internal Auditron – Copy, Print, Scan, Fax; Xerox Standard Accounting – Copy, Print, Fax, Network Accounting enablement (optional thru 3rd Party) | |
| **Security** Standard | NA | Secure Print, HTTPS (SSL), SNMPv3, Network Authentication, IP Filtering | |
| Optional | Security Kit (Disk Image Overwrite, Data Encryption and Audit Log), Secure Access | | |
| **Other Options** | 256 MB Memory*, Foreign Device Interface | Foreign Device Interface | |
| **Operating Systems** | Requires Printer Kit | Windows 2000 / Windows XP / Windows Vista / Windows 2000 Server / Windows Server 2003; Mac OS 10.3 and above; UNIX/Solaris, Linux, Citrix | |

**Specifications**

| | | | | |
|---|---|---|---|---|
| **Device Management** | Xerox CentreWare Web, Xerox CentreWare IS<br>Xerox CentreWare for Unicenter® TNG®, Tivoli® Netware®, Microsoft Management Console, HP® OpenView® | | | |
| **Print Driver Support** | Microsoft Windows® — 2000, XP (32 & 64 bit), Server 2000, Server 2003 (32 & 64 bit), Vista (32 & 64 bit)<br>NetWare 5 / NetWare 6<br>Unix<br>Apple Mac OS® — 10.3 and above | | | |
| **Operating Environment** | Required Temperature Range — 50° to 95° F (10° to 35° C)<br>Required Relative Humidity — 15% to 85% | | | |
| **Electrical**<br>Power | 110 to 127 VAC, 50/60 Hz | | | |
| Power Consumption | Running: 615 watts<br>Ready Mode (Standby): 95 watts<br>Low Power Mode: <150 watts<br>Sleep Mode: 6.3 watts<br>ENERGY STAR® Compliant | | | |
| Warm-Up Times | From Sleep: 45 seconds (max)<br>From Low-Power Mode: 26 seconds (max) | | | |
| **Dimensions**<br>Base Unit with Two-Tray Module | **Width** | **Depth** | **Height** | **Weight** |
| | 25.2 in. (640 mm) | 25.7 in. (654 mm) | 43.8 in. (1,112 mm) | 214 lbs. (97 kg) |
| With Office Finisher LX and Booklet Maker | 60.5 in. (1,537 mm) | 26.3 in. (668 mm) | 43.8 in. (1,112 mm) | 301 lbs. (136.5 kg) |
| **Agency Approvals** | FCC Class A Compliant (U.S.), DOC Class A Compliant (Canada)<br>89/336/EEC (Europe)<br>UL Listed (UL 60950-1, First Edition)<br>CB Certified (IEC 60950-1/EN 60950-1)<br>73/23/EEC (Europe)<br>Windows Hardware Quality Labs<br>Energy Star<br>NOM<br>GOST | | | |

** Requires optional Printer Kit*

# Supplies and Options

| Supplies | | | |
|---|---|---|---|
| Consumables and Routine Maintenance Items | **Description** | **Details** | **Part Number** |
| | Black Toner Cartridge – Sold | 30,000 pages[1] | 106R01306 |
| | Black Toner Cartridge – Metered | 30,000 pages[1] | 106R01304 |
| | Standard Drum | 5225/5225A: 50,000 pages[2]<br>5230/5230A: 55,000 pages[2] | 101R00434 |
| | Long Life Drum | 5225/5225A: 80,000 pages[2]<br>5230/5230A: 88,000 pages[2] | 101R00435 |
| | Staple Refill | Integrated Office Finisher/Office Finisher LX | 008R12941 |
| | Staple Cartridge | Integrated Office Finisher/Office Finisher LX | 008R12964 |
| | Booklet Staple Cartridge | Booklet Unit | 008R12897 |
| **Options** | | | |
| Finishing Options | **Description** | **Details** | |
| | Integrated Office Finisher | 500-sheet stacker, 50 sheets stapled, single-position stapling | |
| | Office Finisher LX | 2,000-sheet stacker, 50 sheets stapled, multi-position stapling | |
| | Booklet Unit | Office Finisher LX: Score (crease fold), Saddle Stitch | |
| | Hole Punch | Office Finisher LX: (2/3 Holes in WH, 2/4 Holes in EH) | |
| Scan Options (may choose one) | Scan to Email Kit | Scan to Email/Mailbox | |
| | Network Scan Kit | Scan to Network, Mailbox and Email | |
| | Scan Performance Kit | Scan to Text Searchable PDF and 256 MB memory enabling MRC Compression (Color Scanning 5225A / 5230A configuration only) | |
| Scan Software | Scan to PC Desktop® SE | Basic OCR and workflow tools for PC client (5-seat License) | |
| | Scan to PC Desktop® Pro | Full OCR and PDF workflow tools for PC client (5-seat License) | |
| Fax Options | Fax Kit | 1-line PSTN connectivity | |
| | Internet Fax Kit | Requires Fax Kit & Copier/Printer configuration | |
| | Server Fax Kit | Requires either Scan Kit | |
| Other Options | High Capacity Feeder | 2,000 sheet capacity | |
| | Envelope Tray | Up to 65 envelopes | |
| | Adobe PostScript Kit | Adds Adobe PostScript 3 support | |
| | Network Accounting Kit | Enables 3rd party job accounting applications | |
| | Security Kit | Adds Disk Image Overwrite and Data Encryption | |
| | Secure Access Unified ID System | | |
| | 256 MB memory | Additional memory for Copier-only configurations | |
| | Foreign Device Interface | Enables connection to transaction charge devices | |

[1] Declared Yield based ISO/IEC 19752 Test Standard. Toner consumption will vary depending on image, area coverage, and media that is used.
[2] Declared yield based on an average job size of three A4/Letter pages. Yield will vary depending on job run length, media size, and orientation.

# Support and Additional Information Sources

### Unrivaled Service and Support

Behind every Xerox product is a large network of industry-leading customer support — available when you need it. Xerox service professionals use leading-edge technologies to keep you up and running. They're even linked to the engineers who designed your product, so you can be confident when you choose Xerox. And Genuine Xerox supplies are always readily available.

### Total Satisfaction Guaranteed — You Decide When You're Satisfied

The exclusive Xerox Total Satisfaction Guarantee, recognized as unique in the industry, covers every WorkCentre device that has been continuously maintained by Xerox or its authorized representatives under a Xerox express warranty or a Xerox maintenance agreement.

### Xerox Office Services Support

### Asset Management Services

- **Asset Optimization and Tracking** Process and tools to optimize an enterprise's office output infrastructure and reduce hard costs.
- **Break-Fix Management** Single point of ownership and management for break-fix service for all brands of office output devices, regardless of manufacturer.
- **Supplies Management** Process and tools for procuring, monitoring and replenishing all document-related supplies proactively.

### Imaging and Output Management Services

- **Output Management** Single point of management of office output from all output devices, regardless of manufacturer.
- **Image Capture and Workflow** Cost-efficient solutions for capturing, managing, retrieving and distributing information into digital repositories.

### Support Services

- **Technology Procurement and Deployment** A creative and flexible end-to-end print/computer product acquisition solution that uses a single-point-of-contact model while lowering the total cost of acquisition.
- **Help Desk Services** A broad range of enterprise services, managed through a centralized single point of contact and delivered through either an on-site or off-site model.
- **End User Services** Microsoft software implementation, IT project consulting, and customer education.

### Access Managed Services

- **Student and Library Patron Access** Custom-designed-and-implemented customer-managed solutions for student and library patron print access management.

### Additional Information Sources

### WorkCentre 5225 / 5230 Front Panel

- The front panel offers tools and information pages to help with machine setup, feature selections, operational problems, and media feed and supply issues.

### Customer Documentation Contains:

- Installation Guide
- Quick Use Guide
- Software and Documentation CD-ROM
- Registration Card
- Warranty Booklet

### On the Web

Visit www.xerox.com/office for:

- Product, supplies and support information
- Downloading drivers
- Finding your local Xerox sales representative
- Online documentation

Visit www.xerox.com/office/support for:

- Support and service information, including the same troubleshooting Knowledge Base used by Xerox Customer Support staff to provide the latest technical information on:
  - Application issues
  - Errors
  - Print-quality issues
  - Troubleshooting

# Notes

## Questions? Comments? Problems?

If for any reason you need to contact your Xerox sales representative, please call 1-877-362-6567, or visit us on the web at www.xerox.com/office.

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